



Deputy Director
for Administration

DDA 88-1348
22 June 1988

NOTE FOR: Executive Officer, OL

SUBJECT: Moving OSWR Safes to NHB

STAT



Per our phone conversation this date, I am forwarding the memo from Director, OSWR to the DDA requesting approval to temporarily move 124 safes into the NHB until new five-drawer safes are purchased and delivered. I realize that there have been lots of discussions on this issue. Please discuss with D/OL and provide us your suggestions regarding this request.

Thanks,

STAT



Attachment:

O/DDI 02207x/88
dtd 16 June 1988

ADMINISTRATIVE-INTERNAL USE ONLY

STAT

ORIG: EXA/DDA



Distribution:

Orig - Addressee

- 1 - DDA Subject w/att
- 1 - DDA Chrono w/o att
- 1 - EXA/DDA Chrono w/att

DDA: REGISTRY - 5
FILE: LOGS - 10 AR

☐ UNCLASSIFIED☐ INTERNAL
USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Moving OSWR Safes to New Headquarters Building (NHB)

FROM:

Chief, Executive Staff
Office of Scientific and
Weapons Research

EXTENSION

NO.

DATE

16 June 1988

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/SWR
5F46

16

✓

2. c/ssc/mpss

20/6

B

2-5. Recommend your
approval.3. DI Registry
Room 7E47, HQS

✓

4.

5A DDI
Room 7E44, HQS

6/20

6/20

JM

6.

7. ADDA
Room 7D18, HQS

8.

9. D/SWR
5F46

10.

11.

12.

13.

14.

15.

FORM
3-62

610

USE PREVIOUS
EDITIONS☐ SECRET☐ CONFIDENTIAL☐ INTERNAL
USE ONLY☐ UNCLASSIFIED

022071/88

16 JUN 1988

MEMORANDUM FOR: Deputy Director for Administration

VIA: Deputy Director for Intelligence

STAT FROM:
Director of Scientific and Weapons Research

SUBJECT: Moving OSWR Safes to NHB

1. The Office of Scientific and Weapons Research has reduced its requirements for safes at the New Headquarters Building to 99. To accomplish this we will need to purchase new five-drawer, multi-lock safes to replace the two-drawer safes we currently have. Once the order has been placed, we estimate delivery will take two to three months. Since we are scheduled to move in August, we do not expect the new safes to arrive before the move.

2. We request your approval to temporarily take 124 safes until the new multi-lock safes arrive--at which time we will reduce the number of safes to 99. It is essential that we temporarily take the 124 safes to protect sensitive compartmented material.

STAT

CONCUR:

STAT

Deputy Director for Intelligence

6/20/88
Date

STAT
STAT

APPROVED:

Deputy Director for Administration

Date

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